

**QUESTIONS AND ANSWERS
SOLICITATION NO. DOC-52-PAPT-04-01018
USPTO ARMED SECURITY GUARD SERVICES**

Q.1 “Can we still be considered for the contract, while we are in the process of obtaining a Virginia certified armed permit?”

A.1 Yes. As long as Contractor employees possess the required certifications, licenses and training prior to the start date of contract performance. However, Offerors should explain, in its proposal (Training Plan), the circumstances and provide proof/assurances that the required certifications and licenses will be available prior to the contract start date (See also Section C.10.). As a reminder, the Government will not pay for any costs incurred by Offerors in the preparation and submission of a proposal including certifications, licenses, and training in order to be qualified for this requirement (See Section L.13).

Q.2. Can a company still bid on the above solicitation if they miss the pre-proposal site visit/tour that was scheduled on 7/14/04.

A.2 Yes!

Q.3 We received the USPTO solicitation for Armed Guard Services but we did not receive the SF30 or SF 33 which is normally Section A of the solicitation. Should it have been in the package that we received?

A.3 Technical difficulties prevented the SF33 to be posted with the rest of the solicitation package. The SF33 was posted on the website on 7/7/04.

Q.4 Attachment A, Guard Post Matrix, lists approximately 142,000 productive hours for five (5) buildings in Alexandria only. Which Guard Posts indicated in the Matrix are required at the Alexandria campus at contract start?

A.4 The Alexandria guard posts are labeled on Attachment A – Guard Post Matrix (Amendment 1) as “Alexandria.” The USPTO is currently in the process of moving its headquarters from Arlington, VA (Crystal City) to Alexandria, VA (Carlyle) and the process is a “moving target” as we do not know the exact dates and times that the new buildings will be completed and when USPTO can take occupancy. Attachment A – Guard Post Matrix (Amendment 1) is our best guess of anticipated post requirements for both campuses at the time of release of the solicitation as well as for contract start. The guard posts are subject to change depending on the move schedule; however, USPTO tried to provide a realistic projection of what our requirements will be at contract award.

Q.5 What are the Guard Posts required at the Arlington facility at contract start?

A.5 The Arlington Guard Posts listed in Attachment A – Guard Post Matrix (Amendment 1) for the Crystal Plaza 2 and South Tower Buildings.

Q.6 Re: Section C.4.B – Background: This paragraph states: “Armed guard services under the contract will be required for the South Tower in Arlington, VA as well as for the new campus in

Alexandria, VA (See Guard Post Matrix, Attachment A).“ Attachment A, Guard Post Matrix, lists only posts for the Alexandria buildings, but not for the South Tower in Arlington. Please provide information about the current posts in Arlington.

A.6 See Attachment A – Guard Post Matrix (Amendment 1) which details the Arlington, VA (Crystal City) guard posts.

Q.7 Which Guard Posts remain active at Arlington upon completion of the move to the new campus?

A.7 After completion of the move to Alexandria (currently anticipated for Spring of 2005, but subject to change), only the South Tower Building will remain active in Arlington.

Q.8 Regarding the incumbent guard force: Does the current guard force use 9mm handguns?

A.8 No.

Q.9 Re: Section C.9 – Personnel Requirements. This paragraph makes reference to an “OS/SS”. What labor classification is an “OS”?

A.9 Section C.9 will be amended to delete the reference to “OS/SS” and replace it with “SS” (Shift Supervisor in lieu thereof).

Q.10 Re: Section C.9.3.6 – Golf Cart Type Vehicles: Does the Government provide the maintenance and upkeep of these vehicles?

A.10 Yes.

Q.11 Re: Attachment C – CGIM: Under Weapons and Equipment, this version of the CGIM discusses Chemical Irritant Projectors (CIPs). Are Officers required to carry some type of ‘pepper spray’ on this contract?

A.11 No.

Q.12 Re: L.4 Submission Requirements: For submission of loaded hourly rates, is it the Attachment B Pricing Template that is required and not Section B, or both?

A.12 Per Section B.2 - Pricing Notes, paragraph (b) Pricing Template (Attachment B), Offerors shall use only the Pricing Template (Attachment B) for price submissions.

Q.13 The solicitation indicates a contract performance start date of 1 October 2004. Can you please clarify the government’s anticipated “award” date?

A.13 The USPTO anticipates contract award by mid-September. (See also response to Q.4).